

**UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE CHIEF FINANCIAL OFFICER
NATIONAL FINANCE CENTER**

Project Review Team (PRT) Meeting

Conference Call

Wednesday, August 10, 2011

9:00 a.m. – 12:00 p.m. EST

Call-In Number – (877) 925-5209 Passcode – 2572255

Agenda

9:00 a.m.	Welcome and Introductions	Gaynel Seibert
	Recap of May 11, 2011 PRT Meeting	
	Review of Action Items	
9:30 a.m.	Scheduled Release Reports	PCO Team
	<ul style="list-style-type: none">• Scheduled/Unscheduled Projects• 2011 Scheduled Release Project Plan• Interagency Agreements Status	
10:30 a.m.	Ongoing Initiatives/Project Discussion	
	<ul style="list-style-type: none">• Scheduled Release – CY11 20<ul style="list-style-type: none">○ PPS○ EmpowHR○ webTA○ Customer User Acceptance Testing• EmpowHR In-Sourcing• Enterprise Reporting Solution• Project Control Office Communication Plan• Remedy Change Management	Cherie Landry Billy Dantagnan Charmaine Taylor Santa Plummer Billy Dantagnan Steve Cunningham Gaynel Seibert Tony Priola
11:45 a.m.	Customer Comments	All
12:00 p.m.	Closing Remarks	Gaynel Seibert

Handouts:

- Agenda
- PRT Action Items, May 2011
- PRT Meeting Presentation, August 2011
- IA Tracking Status, August 2011
- UAT PRT Status Update, August 2011
- EmpowHR In-Sourcing Presentation, August 2011
- PCO Communications Plan Narrative V2.0
- PCO Communications Plan Matrix V2.0
- PCO Communications Plan SCR Flow V2.0
- Remedy Status – August 2011

Future Meeting Dates:

- Wednesday, November 16, 2011
- Wednesday, March 17, 2012
- Wednesday, June 6, 2012
- Wednesday, September 12, 2012

Facilitator: Gaynel Seibert

PRT Mailbox – PRTeam@usda.gov